

RISK MANAGEMENT...

managing risk with responsibility

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Risk Management Department

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January 28, 2010

Signature on File

TO: Mrs. Angeline Flowers, Principal
Charles Drew Elementary School

FROM: Edward See, Project Manager
Risk Management Department

SUBJECT: Indoor Air Quality (IAQ) Assessment
FISH 104 and 206

<u>For Custodial Supervisor Use Only</u>	
<input type="checkbox"/>	Custodial Issues Addressed
<input type="checkbox"/>	Custodial Issues Not Addressed

On January 5, 2010, I conducted an assessment of FISH 104 and 206 at **Charles Drew Elementary School**. This evaluation included observations of the flooring system, ceiling tiles, false ceiling plenum, environmental surfaces, interior and exterior walls, and the accessible ventilation equipment. Additionally, environmental parameter measurements were taken to include temperature, relative humidity, and carbon dioxide. The detailed findings, along with the recommended corrective action can be found on the attached IAQ Assessment Worksheets.

Generally, the IAQ Assessment did not identify any existing conditions significantly impacting IAQ and thereby presenting immediate health and safety concerns to building occupants. However, due to individual sensitivities and predisposing health factors, it is possible that some building occupants may elicit a health response to agents and / or conditions identified during the evaluation. Therefore, to further improve IAQ, prevent development of future IAQ-related problems, and to reduce the potential for IAQ-related complaints by building occupants, the IAQ Assessment Team recommends appropriate follow up of each item identified and listed in the attached evaluation.

Please ensure that your Head Facilities Serviceperson receives a copy of this correspondence so that the recommendations requiring their attention can be addressed. In an attempt to separate IAQ issues from general maintenance items, the attached assessment may contain direction for site based staff to generate a work order through COMPASS. Within two weeks a representative from the Custodial/Grounds Department will conduct a follow-up visit to ensure that all issues have been appropriately addressed.

Should any questions arise, or if the current concerns continue after the attached recommendations have been addressed, please feel free to contact me at 754-321-1900.

cc: Sharon Airaghi, Area Superintendent
Jackie Haywood, Area Director
Jeffrey S. Moquin, Executive Director, Support Operations
Aston Henry, Supervisor, Risk Management
Denise Cone, Project Manager, Facilities and Construction Management
Lynn Cavall, Broward Teachers Union
Roy Jarrett, Federation of Public Employees
Mark Dorsett, Manager 1, Physical Plant Operations Division, Zone 1
Roy Norton, Manager Custodial/Grounds, Physical Plant Operations Division
Robert Krickovich, Coordinator, LEA, Facilities and Construction Management

ES/tc
Enc.

IAQ Assessment

Location Number 3221

Charles Drew Elementary School

Evaluation Requested January 4, 2010

Time of Day

Evaluation Date January 5, 2010

Outdoor Conditions Temperature 57.1 Relative Humidity 37.3 Ambient CO2 339

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
104	70.3	72 - 78	31.8	30% - 60%	621	Max 700 > Ambient	3
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		1 Ceiling Tile	
Ceiling Type	2 x 4 Lay In		Yes	No		1 Ceiling Tile	
Wall Type	Drywall/Plaster		No	No		None	
Flooring	12 x 12 Vinyl		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tile
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings:

- Occupant advised chemical odor in room in the morning
- Noted minor odor (VOC) from office equipment and adjacent data processing room (FISH 105)
- 1 stained ceiling tile
- Multiple stained ceiling tiles outside of FISH 104 and 106. HFSP advised work order was generated through COMPASS to address.
- Light bulbs stored in mechanical room (FISH 124)

Site Based Maintenance:

- Remove and replace stained ceiling tile. If stain returns contact COMPASS to generate a work order for Physical Plant Operations to evaluate for cause.
- Remove light bulbs from mechanical room (FISH 124)
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate

IAQ Assessment

Location Number 3221

Charles Drew Elementary School

Evaluation Requested January 4, 2010

Time of Day

Evaluation Date January 5, 2010

Outdoor Conditions Temperature 57.1 Relative Humidity 37.3 Ambient CO2 339

Fish	Temperature	Range	Relative Humidity	Range	CO2	Range	# Occupants
206	74.5	72 - 78	53.8	30% - 60%	822	Max 700 > Ambient	6
Noticeable Odor		Visible water damage / staining?		Visible microbial growth?		Amount of material affected	
No		Yes		No		2 Ceiling Tiles	
Ceiling Type	2 x 4 Lay In		Yes	No		2 Ceiling Tiles	
Wall Type	Drywall/Plaster		No	No		None	
Flooring	Terrazzo		No	No		None	

	Clean	Minor Dust / Debris	Needs Cleaning	Corrective Action Required
Ceiling	No	Yes	Yes	Remove and replace ceiling tiles
Walls	Yes	No	No	
Flooring	Yes	No	No	
HVAC Supply Grills	Yes	No	No	
HVAC Return Grills	Yes	No	No	
Ceiling at Supply Grills	Yes	No	No	
Surfaces in Room	Yes	No	No	

Observations

Findings:

- 2 stained ceiling tiles
- FISH 206A (Somat) - No issues identified
- FISH 206B (Somat) - non-approved chemicals in room (3 cans of paint)
- FISH 206G (Storage) - paint peeling (less than 5 square feet) with minor microbial growth (less than 1 square foot)
- FISH 206J (Storage) - paint peeling on North and East walls (less than 10 square feet)
- FISH 206M (Laundry) - No issues identified

Site Based Maintenance:

- Remove and replace stained ceiling tiles. If stain returns contact COMPASS to generate a work order for Physical Plant Operations to evaluate for cause.
- FISH 206B - Remove non-approved chemicals from room - 3 cans of paint
- FISH 206G and 206J - Wipe down walls and monitor. Contact COMPASS to generate a work order to repaint area as necessary.
- Continue to monitor this location for any signs of microbial growth as well as dust and debris accumulation and clean as appropriate